

CITY OF TUCSON SMALL BUSINESS COMMISSION (SBC)
MINUTES OF THURSDAY, MARCH 22, 2007

Mayor and Council Chambers
255 W. Alameda – City Hall – 1st Floor
Tucson, Arizona 85701

1. Call to Order and Introductions

The meeting was called to order at 4:09 pm.

Members Present

Don Windmiller Chair	Britton Dornquast	Rob Caylor
Joe Higgins, Vice Chair	Deb Turner	Bob Baker
Katharine Kent, P.E., CEM	Lola Kakes	Marion Hook
Diane Castro	Deitrich Benjamin	Eva Macias

Members Absent/Excused

Jan Gordley	Joanna Dinan
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Others Present

Jim Glock, City of Tucson Transportation Department
Lucy Amparano, City of Tucson Transportation Department
Lou Ginsberg, City of Tucson Transportation Department
Nicole Ewing-Gavin, City of Tucson Urban Planning and Design Department
Craig Gross, City of Tucson Development Services Department
Becky Pallack, Arizona Daily Star
Ellen Hitchings, City of Tucson Finance Department
Kathy Maish, City of Tucson Finance Department

2. Approval of the March 22, 2007 Minutes

Unanimously approved and accepted with one change. Item 5 to indicate that Lucy Amparano's position is related to the I-10 widening project only. Motion by Joe Higgins, 2nd by Marion Hook.

3. Chairperson Report on Current Events

Commission's goal is to find ways to solve issues instead of just quoting regulations.

4. City Assistance to Small Businesses During 1-10 Widening Project - Lucy Amparano

Jim Glock, Department of Transportation Director introduced Lucy Amparano. She will be working with the Gordley Design Group. They are working on a communications program along with ADOT. This will include a Public/Private partnership with Metro Networks. They are also looking into radio station time and possibly starting a low-powered AM/FM station to allow information to be given to commuters about current traffic conditions.

5. New Impact Fees - Presentation by Urban Planning and Design Department

Presentation by Nicole Ewing-Gavin. She provided the commission with a one-page handout giving examples of how we compare with other jurisdictions in regards to residential development impact fees. The impact fees are for buildings, land, vehicles and equipment associated with providing Police/Fire and other public facilities contributed to growth. The fee expands the current capacity to deliver services. She was asked to provide the same information comparing commercial development fees with the other jurisdictions.

6. Development Services Center Update

Katharine Kent gave an update regarding the meeting with the complete group of stakeholders and also the Development Services Department personnel. It was decided to start with a development plan which includes the preliminary work required before actually putting a building on a property, i.e., determining egress, grading plans, etc. She is concerned that the meetings are not focusing on changes that are necessary to improve Development Services processes and its relationship to the development community. Rob Caylor indicated that there is a small 7 member focus group that is also meeting to discuss the issues. The next stakeholders meeting is scheduled for April 11, 2007.

7. New License and Tax Reporting System Update

Ellen Hitchings gave an update as to where they are in the process. On March 12th the contract was signed with the vendor. The annual renewal notices will be mailed out on December 15th. The collection of the Occupational Tax will stop as of the first quarter of 2008 once the Mayor and Council has approved the ordinance. The system will go live the end of February 2008. This should be seamless for the business community. There is a communication plan for fully informing the business community of the changes. If the Commission has any suggestions, ideas, resources that we can contact as part of the communication plan, please let her know.

8. SBC Newsletters and Reaching Small Business Owners

This item will be placed on the April 2007 agenda.

9. Future Agenda Items

- Newsletter Reaching Small Businesses
- Development Services Update
- ADOT update
- Impact Fees
- Update on State's group health care plan
- Economic Blueprint from TREO
- Unfair competition – Peddlers vs. Businesses
- Update on New License and Tax Reporting System
- Historic Districts – Homeowner's keeping businesses out
- City Manager – Mike Hein – State of small businesses in Tucson
- Invitation to Council members – Share vision on small businesses
- Update on April 12th – “Small Business Day with the City”

10. Call to the Audience

No response.

11. Adjournment

Meeting was adjourned at 5:30 pm. Motion by Katharine Kent, 2nd by Rob Caylor.

NOTE: It is the intent of these meeting minutes to get the general meaning of the discussion, summarize what happened, and record official actions. The minutes are not intended to be a verbatim transcription of all that was said. Audiotapes of the meeting are available for review at City Hall, Finance Department/Revenue Division, 255 West Alameda, 2nd Floor West.